

**CLOSED – This Request for Proposal
is for reference purposes only.**

Justice Bulletin

Montana Board of Crime Control

Website mbcc.mt.gov

A Publication of the Montana Board of Crime Control 3075 N. Montana, P.O. Box 201408 Helena, MT 59620
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Request for Proposals (RFP)

#07-03 MISDEMEANOR PROBATION – DOMESTIC VIOLENCE

Proposal Deadline: **February 2, 2007**

Project Dates: July 1, 2007 to June 30, 2008

I. Introduction and Overview

The Montana Board of Crime Control (MBCC) is soliciting proposals to implement the Misdemeanor Probation for Domestic Violence Program in Montana. The 2005 Legislature passed HB 476 increasing the marriage license fee to fund this program. It is anticipated that a total of approximately \$90,000 will be available for up to three communities. The communities selected for funding will be expected to achieve sustainability within four years and will demonstrate this through a graduated match requirement. The purpose of this program is to promote victim safety and offender accountability through a variety of compliance monitoring methods, including but not limited to probation personnel, electronic or GPS monitoring, tracking of recidivism, revocation of probation for non-compliant offenders, danger assessment and victim involvement. Recidivism and risk of serious injury or death to victims is reduced when offenders are held accountable by the criminal justice system and required to comply with court ordered sanctions such as payment of fines and restitution; batterer counseling/treatment; Orders of Protection and drug/alcohol screening. Communities that can demonstrate a collaborative approach in program development between courts, law enforcement, prosecution and victim assistance programs will be given priority for funding. Involvement by participating agencies should be documented through letters of support and include specific contributions to be made. ***Please pay particular attention to Section IX. Special Requirements.***

II. Purpose of Funds

The purpose of funding is to provide monitoring and enforcement of sentence compliance for offenders who have been convicted of 1st or 2nd offense Partner or Family Member Assault against an intimate partner. Communities are strongly encouraged to develop a comprehensive plan for achieving goals including assessment of need; demonstration of collaboration through community coordinated response teams; methodologies to be employed; meaningful sanctions for non-compliant offenders; plans for sustainability of the program and details regarding how the program will be evaluated.

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III. Eligibility

Agencies eligible to apply for these funds must be units of city, county or tribal government.

IV. Late Applications

Applications that are received past the due date will not be considered during the current cycle.

V. Match

✦ All projects must provide a 20 % in-kind (soft) or hard cash match for the first year. (match for 2nd year will be 30%, for the 3rd year 50% and for the fourth and final year 70%)

Note: The budget sheet must include the required match as a percentage of the **total project budget**. Specifics of the match (amount and source {in-kind or hard cash}) must be clearly identified on **both** the Budget Sheet and Budget Narrative in the application. Projects must document the basis for determining the value of in-kind match. All match funds must be expended within the grant period and are restricted to the same uses allowed under the grant funds.

VI. Funding Period

Projects must begin on July 1, 2007, and conclude on June 30, 2008.

VII. Limitations of Fund Use

Review this list carefully. If you have questions, call prior to submitting your proposal.

1. Purchase of equipment must be integral and necessary for the project.
2. Construction, in general, is prohibited.
3. Land acquisition is prohibited.
4. Supplanting is prohibited.
5. Consultant costs must follow the applicable federal grant guidelines, Office of Management and Budget Cost Principles A-122, A-87 or A-21, and state policy.
6. State rates are to be used for calculating mileage, per diem, and lodging.
7. Indirect costs are not allowable.
8. Pre-agreement costs are not allowable.
9. Rental costs are limited to the fair market value for similar facilities in your locality.
10. General salaries and personnel costs are allowable; overtime cannot exceed 10 percent of the personnel budget.
11. Funds may not be expended or obligated prior to July 1, 2007.

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12. Purchase or lease of vehicles is not permitted. Mileage will be allowed at the current approved state rate.
13. If your agency receives less than \$500,000 per year in total federal assistance, you will not be required to arrange for an audit and may not charge audit costs to your grant. (*Note: Agencies receiving \$500,000/yr or more in total federal assistance will be required to have an audit performed in accordance with federal circular A-133. Costs for such an audit should be charged proportionately to all programs being audited.*)
14. Communities are **discouraged** from activities that may compromise victim safety such as:
 - ❖ Offering perpetrators the option of entering pre-trial diversion programs
 - ❖ Mediation or counseling for couples as a systemic response to domestic violence
 - ❖ Requiring victims to report domestic violence crimes to law enforcement or forcing victims to participate in criminal proceedings
 - ❖ Court mandated batterer intervention programs that ***do not use the coercive power of the criminal justice system*** to hold batterers accountable for their behavior
 - ❖ Placement of batterers in anger management programs; and
 - ❖ Procedures that would force victims of domestic violence to testify against their abusers or impose other sanctions on them. **Rather**, procedures that provide victims the opportunity to make an informed choice about whether to testify are ***encouraged***.

VIII. Application Requirement

All successful applicants for grant award funds from MBCC must agree to submit quarterly narrative, data, and financial reports in the prescribed format according to MBCC time frames

IX. Special Requirements IMPORTANT NEW INFORMATION

Applications will only be accepted through MBCC's Online Subgrant Application System (OSAS). Visit our web site at mbcc.mt.gov and click on the grants link on the green header to access instructions and to register. The majority of the application can be submitted online, however, the following ***MUST BE MAILED***: Signature page with original signatures, letters of support and position descriptions for any personnel that will be paid with grant funds.

X. Selection Process

The Victims Committee of the Board will review proposals. Their recommendations will be provided to each applicant at least 15 days prior to the June 2007 meeting of the Board.

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XI. Appeals & Awards

Applicants may appeal the recommendation of the Victims Committee if there is *substantive* reason to do so. Notice of appeal must be made in writing to the Executive Director of the Board of Crime Control at least 10 days prior to the June 2007 Board meeting.

Awards will be finalized by the full Board at the June 2007 meeting.

XII. Uniform Crime Reporting

If the grant is for a law enforcement agency, the law enforcement agency must be reporting Uniform Crime Data to the Board of Crime Control. The crime data must be compliant with the Montana Incident Based Reporting (MTIBR) standards and policy. If an agency is not yet compliant and has plans to become compliant, they may submit a Memorandum of Understanding (MOU) and the Board will decide if the MOU would justify a waiver until the agency becomes compliant. Contact staff if you are unsure of your status. For more information please contact Scott Furois at (406) 444-4298 sfurois@mt.gov.

Authorized Purpose Areas

Grants under this program may be used for the following purposes (a program containing most of these elements would qualify as a comprehensive program):

- ❖ Supervision/Probation for offenders convicted of 1st and 2nd offense misdemeanor partner or family member assault against an intimate partner
- ❖ Tracking of sentence requirements and compliance with each
- ❖ Electronic or GPS monitoring of some offenders after risk assessment
- ❖ Victim safety measures such as lethality assessment
- ❖ Tracking of outcomes (i.e. recidivism, revocations of probation etc.)
- ❖ Establishment of a supervision fee structure or other means of program sustainability

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Who to Call for Assistance: Please call our front office if you need assistance with online registration or submission of the online application at 444-3604 and speak with Kristel Matchett or Kathy Ruppert. **THE FIRST TIME YOU USE THE ONLINE APPLICATION SYSTEM, YOU MUST REGISTER AS A NEW USER.** If you have questions regarding application content, please contact the following:

<u>Fiscal</u>	<u>Phone</u>	<u>Program</u>	<u>Phone</u>
Connie Young	444-7361	Wendy Sturn	444-1995

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Application Check List. Please refer to this checklist before mailing your application.

<input type="checkbox"/> Face Sheet	online
<input type="checkbox"/> Project Budget	online
<input type="checkbox"/> Budget Narrative	online
<input type="checkbox"/> Project Narrative (includes executive summary)	online
<input type="checkbox"/> Special Assurances and Conditions	online
<input type="checkbox"/> Position Description(s)	mail
<input type="checkbox"/> Signature Page	online AND mailed original
<input type="checkbox"/> Letters of Support	mail

Mailing address for items requiring mail:

Montana Board of Crime Control
3075 North Montana,
PO Box 201408
Helena, MT 59620-1408

Deadline(s): Applications must be submitted online by 5 p.m. on February 2, 2007 and all documents requiring mail must be postmarked on or before February 2, 2007. Use certified mail to guarantee receipt.

Interested applicants are strongly advised to adhere closely to all deadlines and requirements. The inability to abide by deadlines is considered to be a significant reason to recommend denial of the application.

Receipt Verification. All applicants will be informed in writing that their application has been received and will be assigned a grant number and contact person from MBCC.

Alternative accessible formats of this document will be provided upon request. Persons with disabilities who require this material in another format in order to participate in the Request for Proposal process should contact MBCC, 3075 North Montana, PO Box 201408 Helena, MT 59620. Phone (406) 444-3604 or FAX (406) 444-4722 TTY (406) 444-7099.